

Icon Manual – Table of Contents (2)

Lookup

Slide 36 – 'ICD-9 Code Procedure Lookup' Icon

Add Resource

Slide 40 – 'Add Resource' Icon



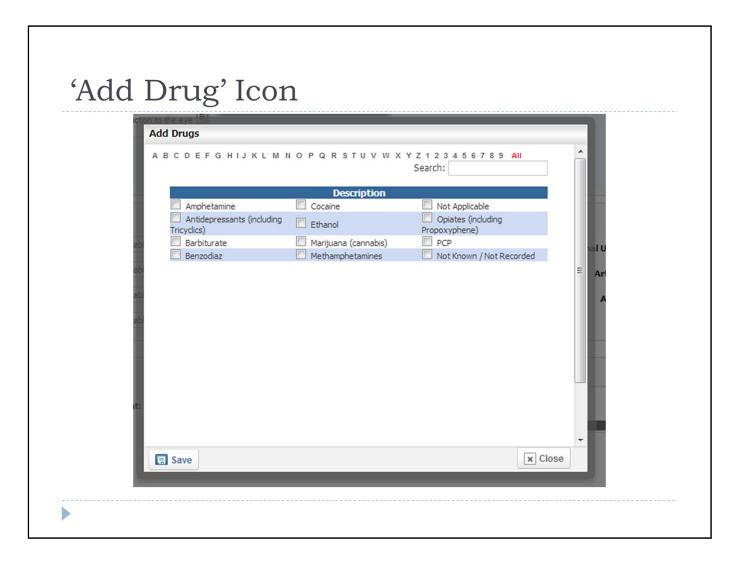
Slide 42 – 'Save' Icon



Slide 49 – 'Vitals' Icon

ʻAdd	' Icc)n				
Date/Time	BP Pulse Rate	Resp Rate Sp0: No Vitals Have Been Entered	gCS GCS	RT5	PTS Temp	
als Date gow Eye Not Applicable w Verbal Not Applicable W Motor Not Applicable Patient Chemically Sedate Obstruction to the Patient Patient Intubated			Not Applicately alculated if possible.	emental Oxygen	ulse Rate Respiratory Rate Oxygen Sai Resp. Assistance Not Applicable	
	СТ					
	CI					
>						

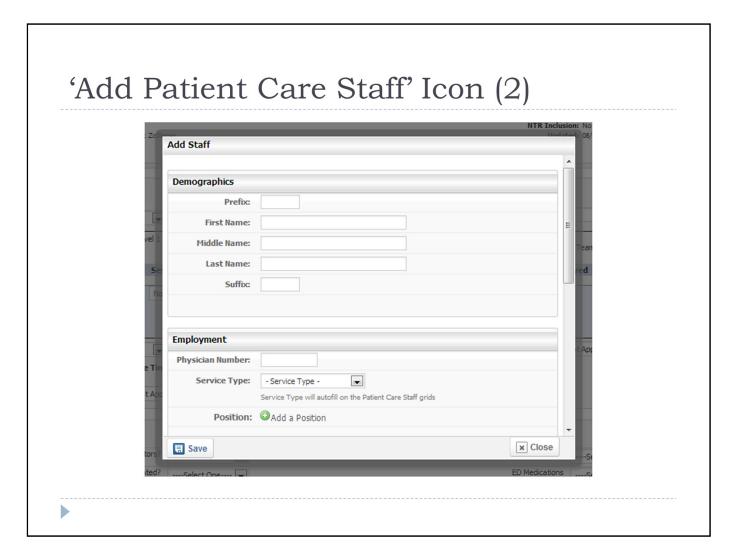
Once you have entered all available information, in order to save the changes you have made, click the "Add _____" button.



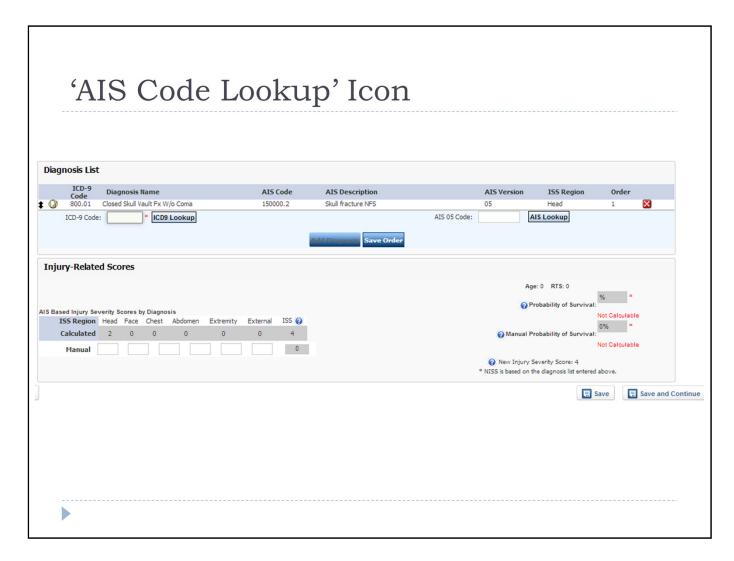
The "Add Drug" element is where drugs present in the patient's system are listed. When you click on the "Add Drug" button, it pulls up a list of drugs to choose from. Select multiple boxes that apply to the patient. When you are done selecting drugs, click the "Save" button to return to the screen you were working on.

▼ Edit Incident » Trau	ma Incident For	rm (Full Decord)	IT-120012-1	116				Mark As Co
• Euit fiicident » Trau	Validity: 33% Status: In Progress Lock: Unlocked		» 11-120613-1			Registry #: IT-120 Patient: , ord Number:	813-116	Mark As Co
	rt Status: Typed In Entered: 08/13/12 by D	erek Zollinger			N	TR Inclusion: No Updated: 08/13/12	by Derek Zollinger	
		Service Type		Date Called Time Call No Staff Entered	ed Date Arrived	Time Arrived	Timely Arrival	
- Select One -	₩ 8	Not Applicable	•	11/14/2013 III	11/14/2013		N/A 💌	
	8	Not Applicable		Annual Control of the Parket o	11/14/2013		N/A 💌	*=Requir
	- Admitting MD/Staff	- 🔻 😼		11/14/2013 all d Staff	11/14/2013 (III) Consulting Serv	ices: Not Applicab		*=Requir
- Select One -		- 🔻 😼	Ad	11/14/2013 (d Staff		ices: Not Applicat		*=Requir

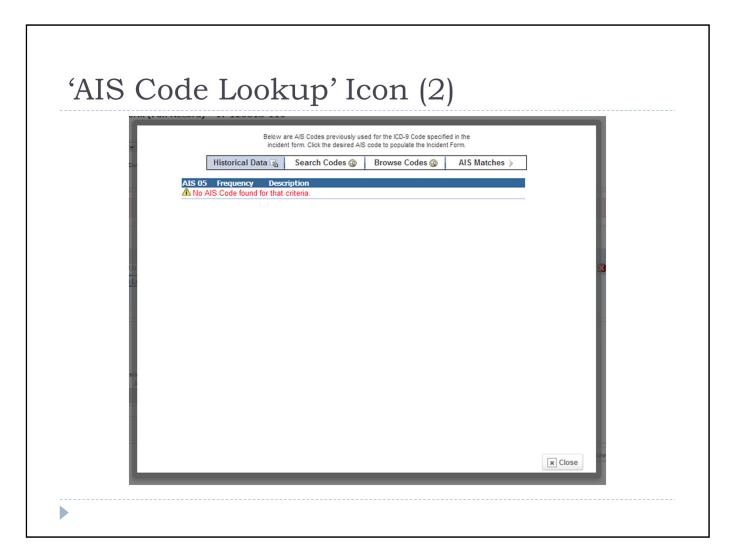
The "Team Member" element (TR17.9) is defined as the name of the team member called when the trauma team was activated. Select an option from the drop-down menu. If the name you are looking for is not on the list, you can add a new member by clicking on the business card icon.



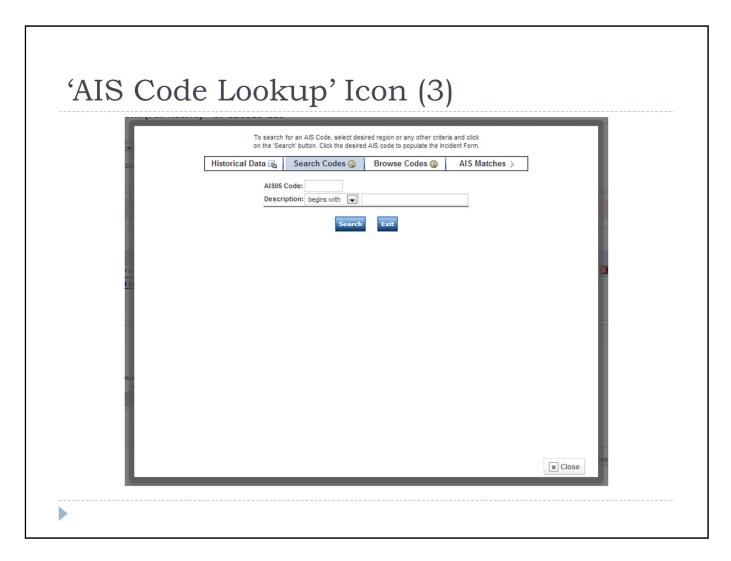
Fill in the fields for the team member you are wanting to add to this particular trauma activation. Once you have filled out all of the information, click "Save". This team member will be available on the drop-down menu for future use.



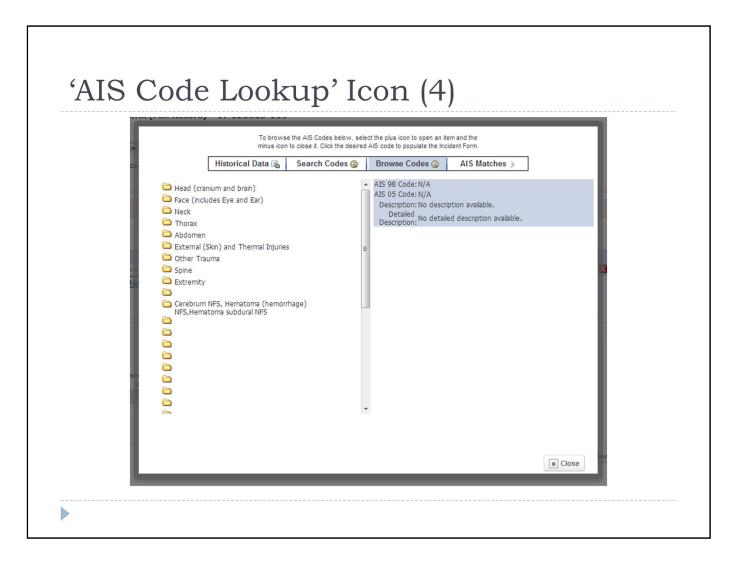
The "AIS" element is the Abbreviated Injury Scale predot codes that reflect the patient's injuries. The "AIS Lookup" function helps you find an AIS Code.



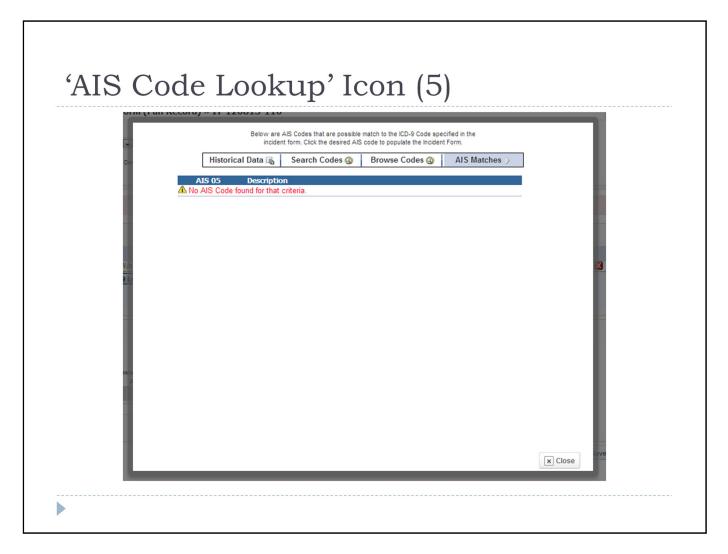
The "AIS Lookup" function allows you to: 1) look at Historical Data 2) Search Codes 3) Browse Codes or 4) AIS Matches When you click on "Historical Data", you can look at AIS codes used previously for the ICD-9 Codes in the incident form.



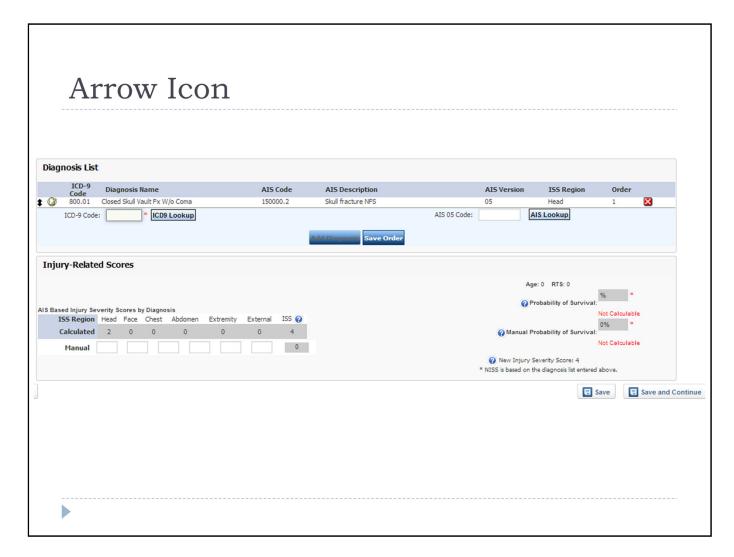
When you click on "Search Codes", you can type in key words to help you find the AIS Code you are looking for.



When you click on "Browse Codes", you can select from a series of folders organized by body region until you find the AIS Code you are looking for.



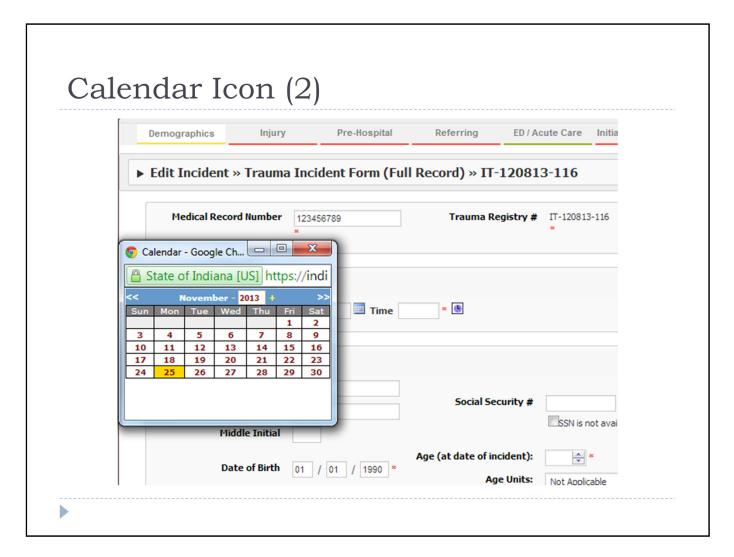
When you click on "AIS Matches", if you have entered an ICD-9 Code but do not know the AIS Code, this tab will help you find the AIS Code you are looking for.



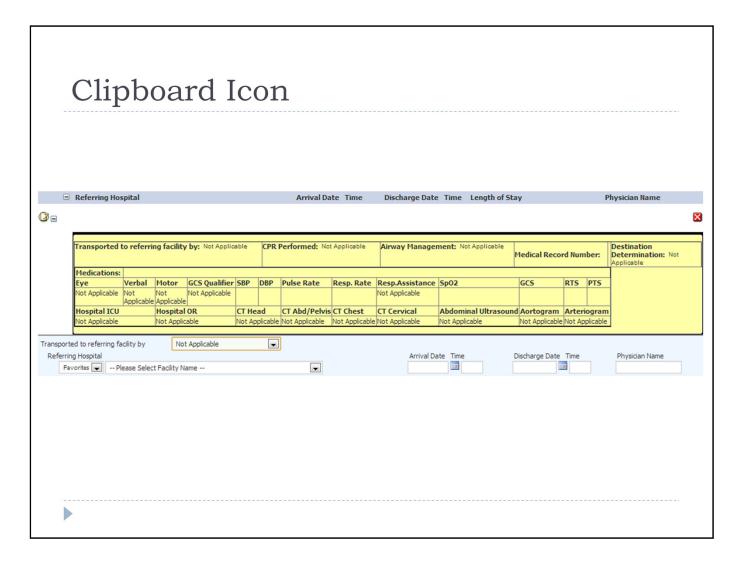
You can change the order of listings by clicking and dragging the black arrows on that are typically on the left-hand side of the screen. Remember that the first listing is the primary listing.

Caler	ndar Io	con			
Demographics Injury	Pre-Hospital	Referring ED / A	cute Care Initial Assessment Diagnosis	Comorbidity Procedur	es Complications / PI
Edit Incident » Trauma Medical Record Number	Incident Form (Full	Record) » IT-12081 Trauma Registry #			✓ Mark A
Injury Date Incident Date	Time	× (6)			
Patient Information Last Name Patient's First Name Middle Initial		Social Security #	SSN is not available		
Date of Birth Race:	American Indian Asian Black or African American Native Hawaiian or Other Pac Other Race	Age (at date of incident): Age Units:	Not Applicable Ethnicity: Not Hispanic or Latino	Gende	Female [
	Selection is limited to 2				

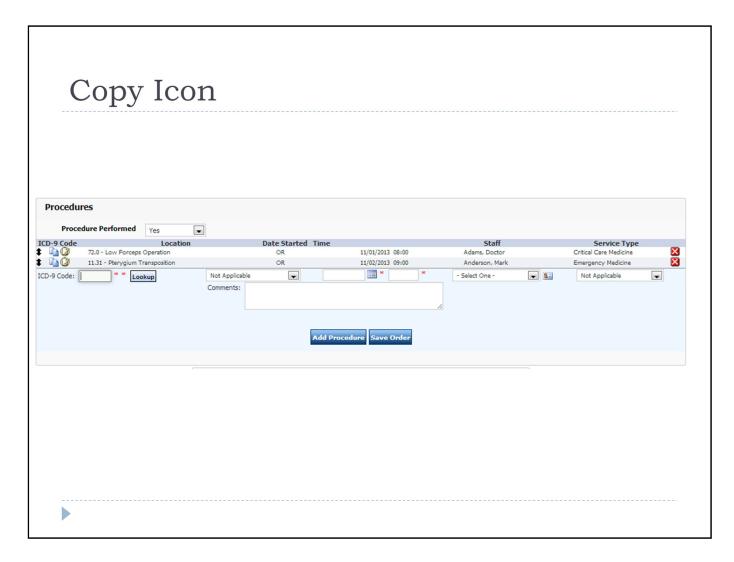
If you would prefer not to type in the date, click on the calendar icon. It will produce a calendar screen and allow you to select a date.



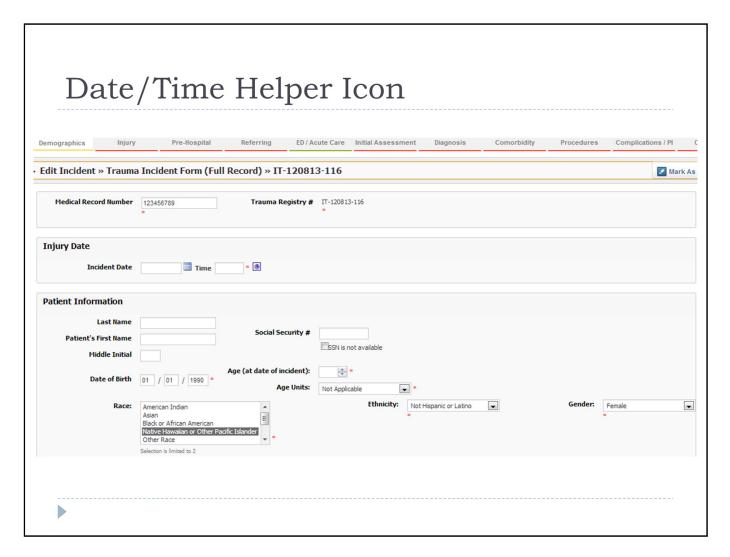
To see the month prior or after the current month, click on the << or >> icons, respectively. When you find the date you are looking for, click on the date on the calendar and it will return you to the screen you were working on.



To make changes to information entered, click the clipboard and pencil icon on the left-hand side of the screen.



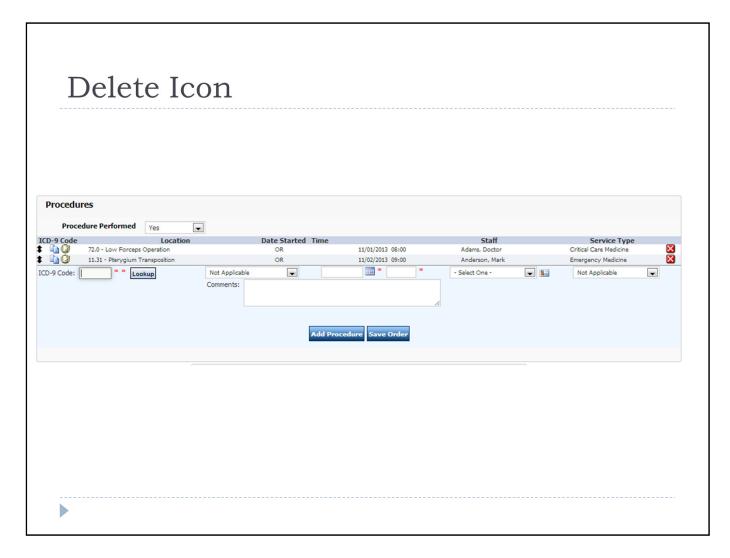
If the patient has the same procedure multiple times, you can copy the procedure and change the necessary information.



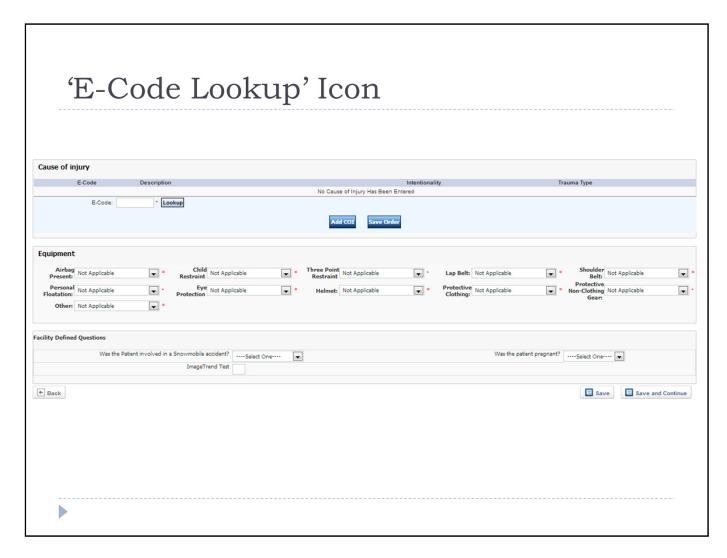
The purple clock icon is the "Date/Time Helper" tool that will allow you to capture the dates of specific activities all at once. You can always go back and change this information as you complete the patient form, but it helps reduce the number of times you have to enter the date and time.

Date/	Time Helper	(2)				
ſ	Auto Populate Date Fields	_	_			
ne	Incident Date This date/time will be used to auto-po (Click on the Label t	pulate the fiel	ds listed below.			
	(Citch off the Label to		Times			
_	Date Arrived in ED/Acute Care					
_	Date Discharged from ED					
_	Date Sent To CT					
	Abdominal Ultrasound Date					
	Date Trauma Team Activated					
_	Blood Ordered Date					
	Crossmatch Date					
8	Blood Administered Date					
can her i	You can click into any date field to change to a dif	ferent date or	to delete the a	uto-populate		
- 1					Closs	
	□ Save	rations			x Close	
	Favorite Loc	ations				

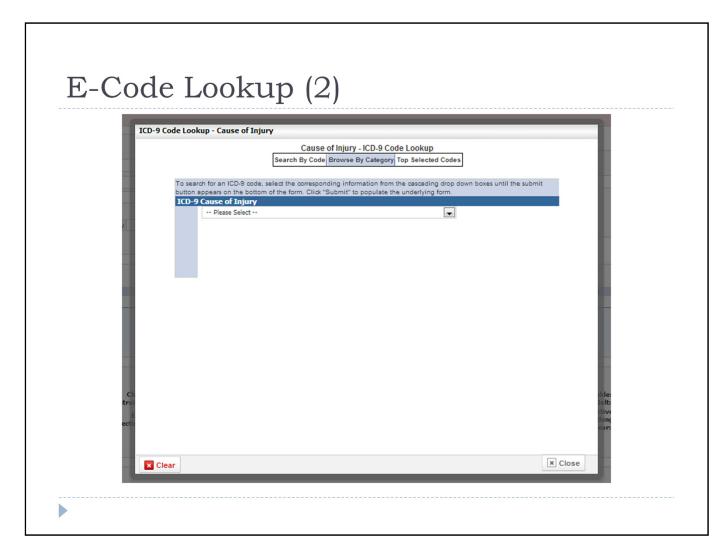
When you click on the purple clock icon, the "Auto Populate Data Fields" box appears. To auto-populated the "Date Arrived in the ED/Acute Care" date and time, click on the title and you will see the Date and Time appear. You can also manually enter each date and time. Once you are done, click "Submit".



Delete a line you have entered by clicking on the red X Icon.

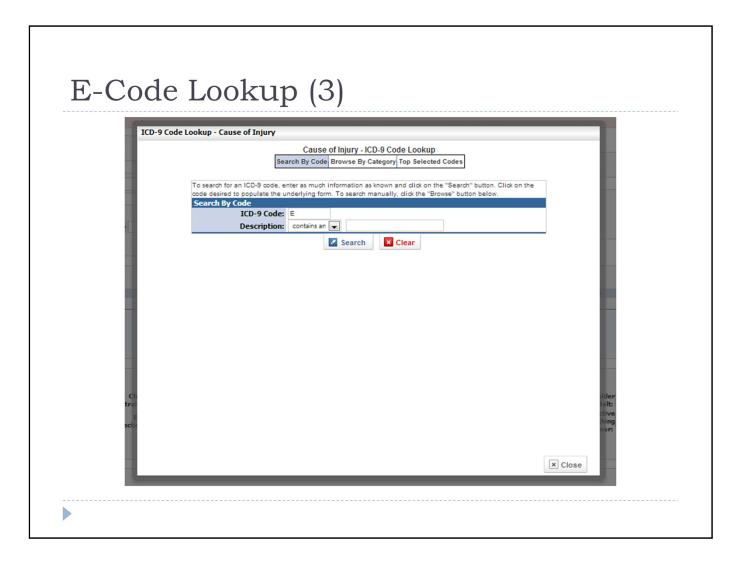


The "ICD-9 Code" element (TR20.1) is the E-code used to describe the mechanism (or external factor) that caused the injury event. The "Lookup" function helps you find an E-code.

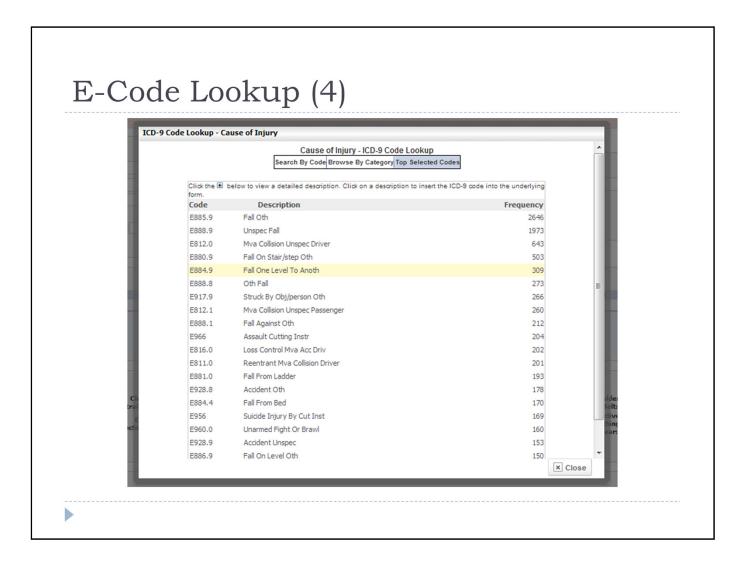


The "Lookup" function allows you to: 1) Search by code 2) Browse by Category or 3) Choose from the Top Selected Codes

When you click on "Browse by Category", you can select from a series of drop-down menus if the injury is known. Use this search function if you are familiar with the ICD-9 book.



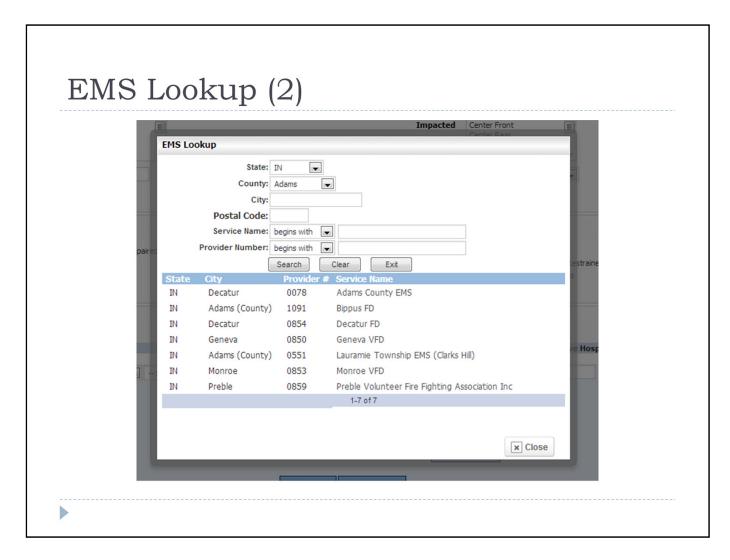
When you click on "Search by Code", you can type in key words if you know part of the code you are looking for.



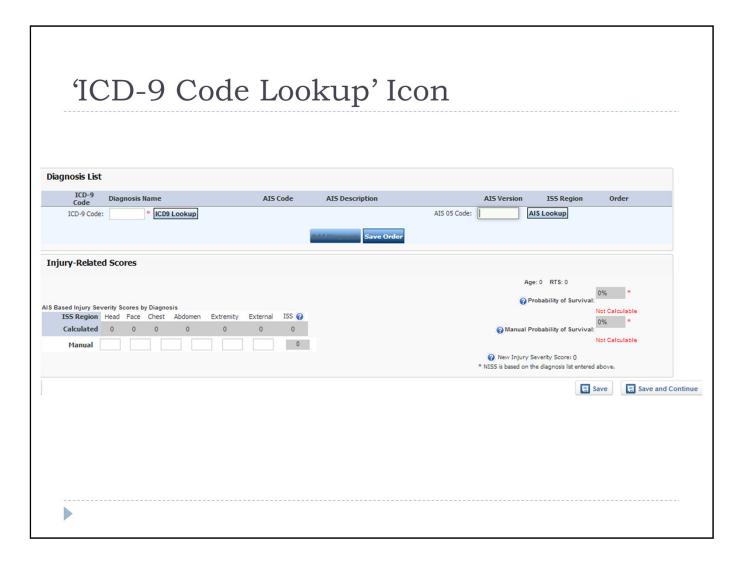
When you click on "Top Selected Codes", you are shown a list of the most frequent E-Codes used in the Indiana Patient Registry that can help you find the E-code you are looking for.

EM	IS S	erv	ice I	, 00	kuŗ	o Ic	on	L 					
Arrival Informat													
Run Number	EMS PCR Number	Service		E	MS Dispatch Dat	te Time Arriv		t Scene Unit	Departure T	ime Arrive	Hospital Tr	ansport Mode	
		Fauration 🔲	Select Service		INO EMS RUIS HE	we been chiered		8	*		M	ot Applicable	*
		Favorites 💌	Select Service								INC	ot Applicable	
Г				FMS	Service LookUp	Medic	ations:						
Tube Thoracostomy:		-	CPR Pe	Hormed		Ineuic							
Needle Thoracostomy:		•	Airway Man	agement: No	t Applicable	•							
Fluids:	Not Applicable		Destination Deter	mination: No	t Applicable	•	4			4			
EMS Status:	Not Applicable						,	Add Medica	tion				
								rtaa mealoa					
					Add EMS Run	Search EMS F	2un						
						ocurcii ciio							
					se Click On 🌆 To								
			* Unit Notified Date	is required in	order to save Unit N	otified Time, Arri	ve Scene T	ime or Leave S	cene Time				
← Back											☐ Sa	ve 🔚 Save and	d Continue

The "EMS Service Lookup" function allows you to search for information regarding EMS Services.



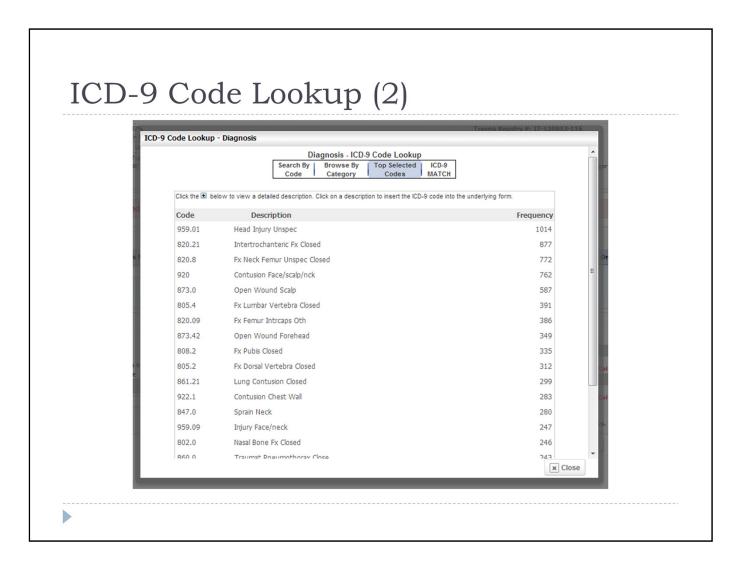
Once you enter the information you know, click the "Search" button and it will generate a list of options. Clicking on the Service Name will populate that information in the run form.



The "ICD-9 Code" element (TR21.1) lists the diagnoses related to all identified injuries. This is a national and state data element.

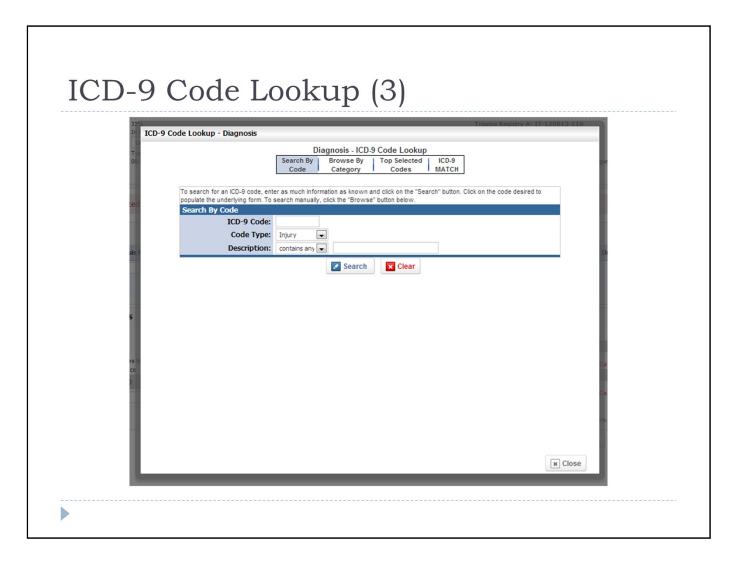
ICD-9 Codes are used to auto-generate additional calculated fields: Abbreviated Injury Scale (6 body regions), Injury Severity Score, Probability of Survival, and the New Injury Severity Score. Probability of Survival score will not appear if the patient's age, vitals, and injury are entered.

The "ICD9 Lookup" function helps the user find an ICD-9 Code.

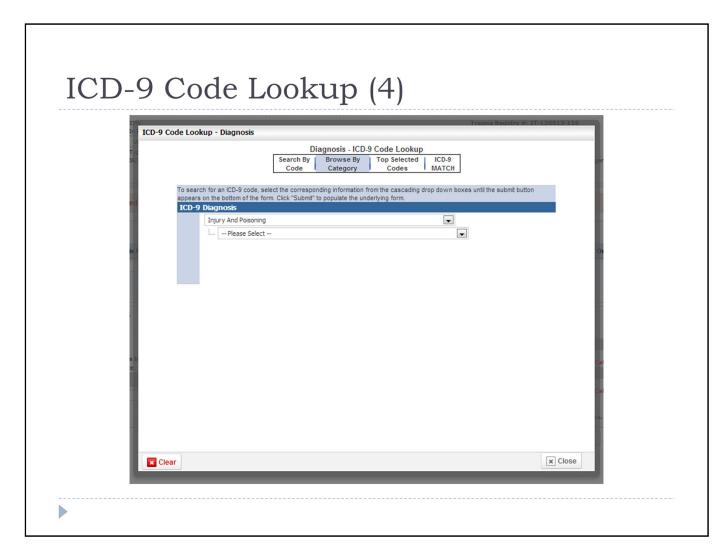


The "ICD9 Lookup" function allows you to: 1) Search by code 2) Browse by Category 3) Choose from the Top Selected Codes or 4)ICD-9 Match

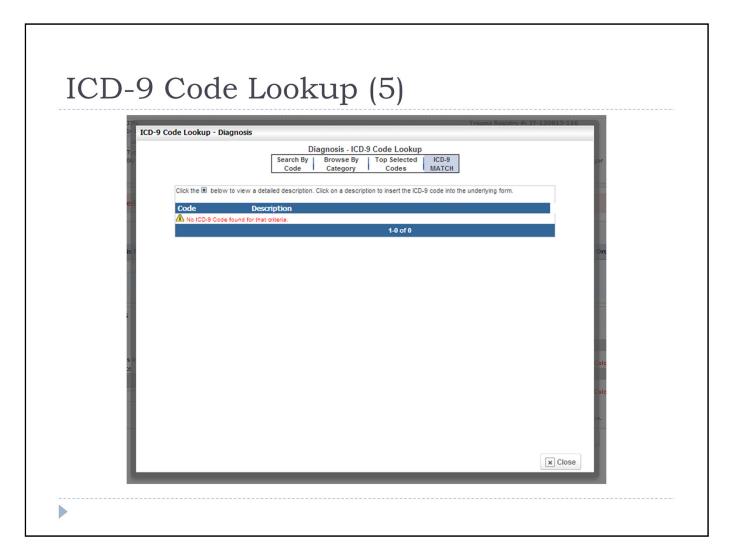
When you click on "Top Selected Codes", you see a list of the most frequent ICD-9 Codes used in the Indiana Patient Registry that can help you find the ICD-9 Code you are looking for.



When you click on "Search by Code" they can type in key words if part of the code is known to help you find the ICD-9 Code you are looking for.



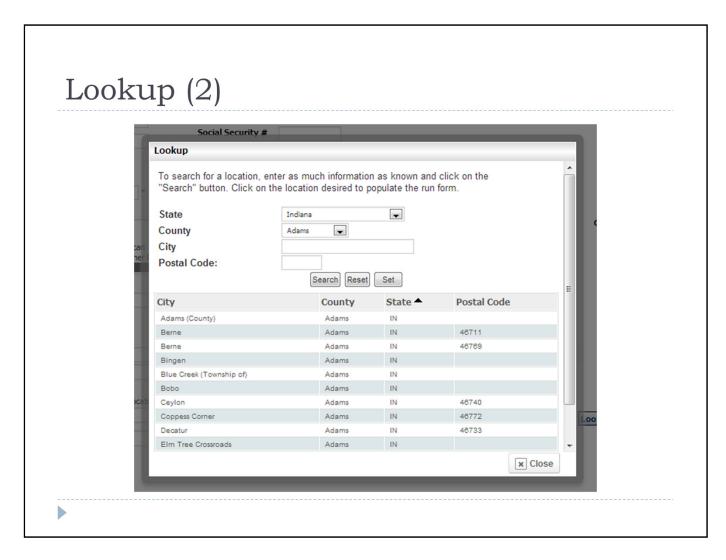
When you click on "Browse by Category", you can select from a series of drop-down menus until you find the ICD-9 Code you are looking for. You should use this search function if you are familiar with the ICD-9 book.



When you click on "ICD-9 Match", if you have entered an AIS code but do not know the ICD-9 Code, this tab will help you find the ICD-9 Code you are looking for.

Social Security # t date of incident): Age Units:	SSN is not available Not Applicable Ethnicity: Not Hispanic or Latino	Gender: Fer	
t date of incident): Age Units:	Not Applicable	Gender: Fe	
Age Units:	Not Applicable	Gender: Fer	
Age Units:	Not Applicable 💌 *	Gender: Fer	
A III		Gender: Fer	
	Ethnicity: Not Hispanic or Latino	Gender: Fer	
der *		•	male
eight:	Estimated Body Weight:		
	Favorite Locations		
*	Postal Code 47130		
ounty Clark	* State Indiana	Lookup	
	*	Estimated Body Weight: bs c Kg * Favorite Locations Postal Code 47130	Estimated Body Weight: bs kg * Favorite Locations Postal Code 47130

The "Lookup" function allows you to search for information regarding the patient's residential location based on the information you know.



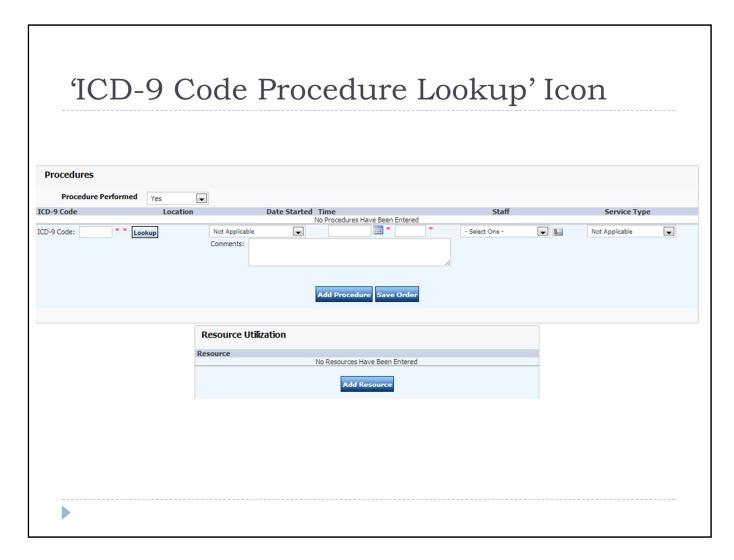
Once you enter the information you know, click the "Search" button and it will generate a list of options. Clicking on the City will populate that information in to the run form.

Ad	d M	edi	cation	s Ico	n				
Arrival Informa	tion EMS PCR Number	Service		EMS Dispatch Date	e Time Arrival Tim	e at Scene Un	it Departure Time	Arrive Hos	pital Transport Mode
				No EMS Runs Hav	ve Been Entered		•		
		Favorites 💌	Select Service	*	*	*	*		Not Applicable 💌 *
		Favorites	CPR Performed. Airway Management: Destination Determination.	EMS Service LookUp Not Applicable Not Applicable Add EMS Run Please Click On 40 To A	Medications: Search EMS Run dd/Edit PreHospital Vita	Add Medic			Not Applicable
>									

The "Add Medications" element (TR15.31) is defined as medications given to the patient while under the care of EMS. When you click on the "Add Medications" button, it pulls up a list of medications to choose from.

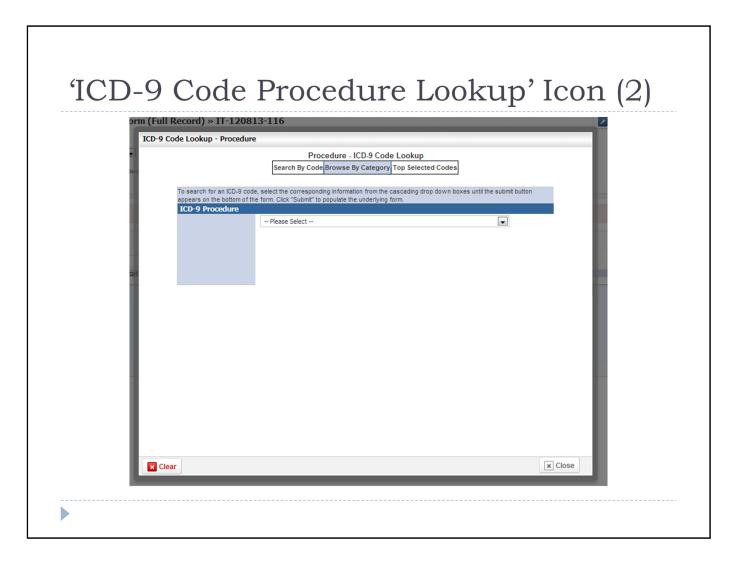
				1	Impacted Center Front		
Add D	rugs						-
АВС	D E F G H I J K L M	N O	PQRSTUVWXY	_	1 2 3 4 5 6 7 8 9 AII arch:		^
			Description			^	
	ACLS drugs		Fentanyl		Pelvic wrap		
	Adenosine	_	Flagyl (Metronidazole)		Pentothal (Thiopental)		
	Albuterol		Gentamicin		Pepcid (Famotidine)		
	Amiodarone		Geodon (Ziprasidone)		Pericardiocentesis		
	Ancef (Cefazolin)		Glucugon		Phenergan (Promethazine)		est
	Anectine (Succinylcholine)		Haldol (Haloperidol)		Phenobarbital		= 3
	Antibiotic Aspirin (ASA)		Heparin Inderal (Propranolol)		Phytonadione (Vitamin K)	E	
	Ativan (Lorazepam)		Inderal (Propranolol) Insulin		Prasugrel Procainamide		-
	Atracurium		Isuprel (Isoproterenol)		Propofol		
	Atropine		Lasix (Furosemide)		Protonix (Pantoprazole)		
	Atrovent (Ipratropium)		Levaquin (Levofloxacin)		Rapid Sequence Induction		
(D	Benadryl iphenhydramine)	_	Levophed (Norepinephrine)		Reglan (Metoclopramide)		ve
	Bretylium		Lidocaine		Rocephin (Ceftriaxone)		
	Calcium chloride		Lovenox (Enoxaparin)		Sodium bicarbonate		
	Cardizem (Diltiazem)		Magnesium Sulfate		Sodium nitroprusside		
	Cerebyx (Fosphenytoin)		Mannitol		Tetanus (TT, DT, or DPT)		
	Chest tube		Methylprednisolone		Thiamine (Vitamin B1)		v

You can select multiple boxes that apply to the patient. When you are done selecting medications, click the "Save" button to return to the main Pre-Hospital Screen.



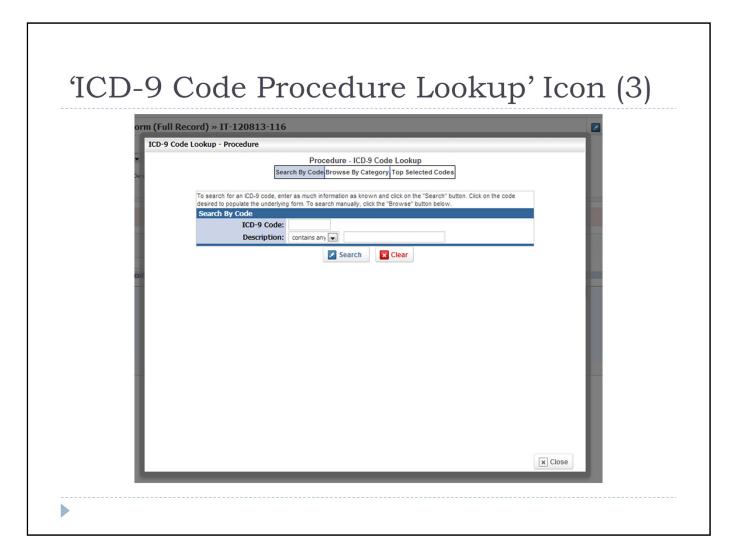
The "ICD-9 Code" element (TR22.1) is defined as the operative and essential procedures conducted during the patient's hospital stay. This is a national and state data element.

The "Lookup" function helps you find an ICD-9 Code.

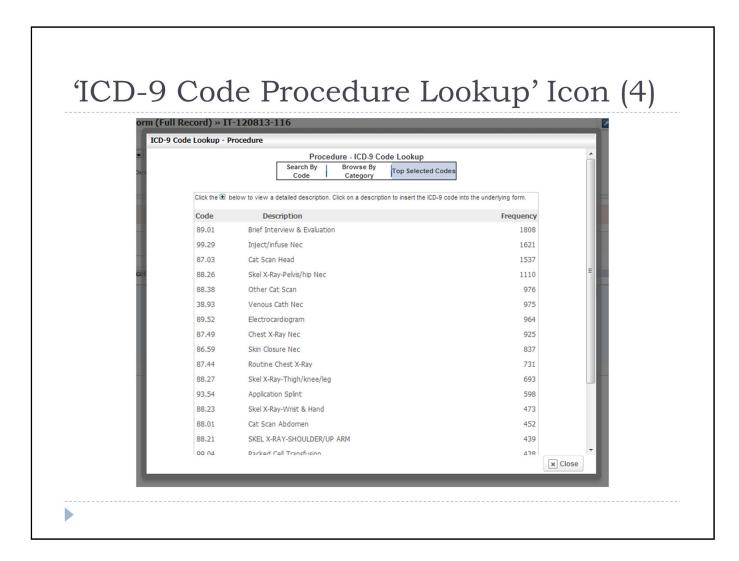


The "Lookup" function allows you to: 1) Search by code 2) Browse by Category or 3) Choose from the Top Selected Codes

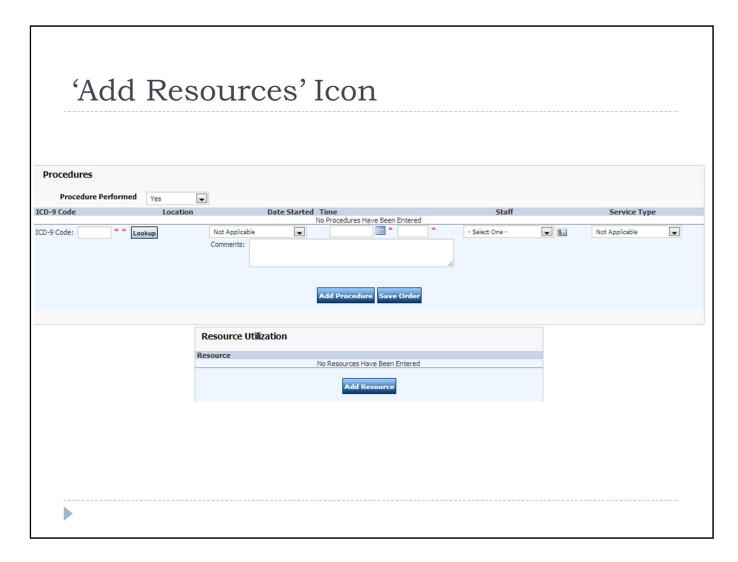
When you click on "Browse by Category" select from a series of drop-down menus until you find the ICD-9 Code you are looking for. Use this search function if you are familiar with ICD-9 codes.



When you click on "Search by Code" type in key words if part of the code is known to help you find the ICD-9 Code you are looking for.



When you click on "Top Selected Codes", you are shown a list of the most frequent ICD-9 Codes used in the Indiana Patient Registry that can help you find the ICD-9 Code you are looking for.



Click the "Add Resource" button to add resources used during the treatment and care of the patient during their hospital stay.

d Resources		-	Jacco. 50/15/
B C D E F G H I J K L M 1		Z 1 2 3 4 5 6 7 8 9 AII Search:	Â
	Description		
Adult Protective Service	Massive Blood Transfusion	TLSO Brace	
☐ Bi-Pap	Miami J collar	Total Parenteral Nutrition (TPN)	- 1
Case Management	■ MRI	☐ Traction	- 1
Cerebral Brain Flow Studies	Not Applicable	Transfusion of FFP	_
Child Protective Service	Occupational Therapy	Transfusion Of Platelets	E
CRRT	Pentobarbital Coma	Transfusion of PRBC	- 1
☐ Dialysis	Peripheral Parenteral Nutrition (PPN)	Tube Feeding	- 11
Epidural Catheter	Physical Therapy	Uncrossmatched Blood	_
Exceeds LOS	PICC line	Vaccine Post-Splenectomy	_
Factor VIIa (Novoseven)	PRISMA (CVVHD)	Venous Doppler	_
High dose methylprednisolone	Respiratory Therapy	Wound Care RN	- 11
Hypertonic Saline	RN accompanied transfer	Wound Vacuum	
Level-1 Blood/Fluid Warmer	Specialized Bed	Not Known / Not Recorded	_
LiCox Monitor	Speech Therapy		

The "Add Resource" element is where any resources utilized by the patient during their stay are listed. When you click on the "Add Resources" button, it pulls up a list of resources to choose from. Select multiple boxes that apply to the patient. When you are done selecting resources, click the "Save" button to return to the main Procedures Screen.

▼ Edit Inciden	t » Trauma In	cident Form (Full	Record) » IT-13	31029-246		
	Valid	ity: 46% tus: In Progress				
		ck: Unlocked				
		tus: Typed In red: 10/29/13 by System Adn	ninistrator			
⚠ Initial Assessm	ent has not bee	n submitted.				
Vital Signs						
1 4		ate/Time	BP 100/50	Pulse Rate 80	Resp Rate	Sp02
1 20			120/60	80	10	
		Time	(HHmm)			erature
	Vitals Date	um Tillic				
	Glasgow Eye	Not Applicable		*		°C 98.60 °F * GCS Manual GCS RTS PTS
	Glasgow Eye Glasgow Verbal	Not Applicable Not Applicable	Patier	nt's Age is over 2 yrs.		
GC	Glasgow Eye Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable		nt's Age is over 2 yrs.	Calc. C	
GC	Glasgow Eye Glasgow Verbal	Not Applicable Not Applicable Not Applicable Not Applicable Patient Chemically Sedated	* Patient's Age is	nt's Age is over 2 yrs.	Calc. (
GC	Glasgow Eye Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Not Applicable	* Patient's Age is	nt's Age is over 2 yrs.	Calc. (GCS Manual GCS RTS PTS
GC	Glasgow Eye Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	* Patient's Age is	nt's Age is over 2 yrs.	Calc. (GCS Manual GCS RTS PTS
GC	Glasgow Eye Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	* Patient's Age is	nt's Age is over 2 yrs.	Calc. C	be automatically calculated if possible
GC	Glasgow Eye Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	* Patient's Age is	nt's Age is over 2 yrs.	Calc. (be automatically calculated if possib
GC	Glasgow Eye Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	* Patient's Age is	nt's Age is over 2 yrs.	Calc. C	SCS Manual GCS RTS PTS * be automatically calculated if possible

If you change any information, click the "Save" button and the screen will refresh and show the updated information.

▼ Edit Incid	ent » Trauma In	cident Form (Full	Record) » IT-13	31029-246		
		lity: 46% tus: In Progress				
		unlocked				
		tus: Typed In red: 10/29/13 by System Adm	ninistrator			
1 Initial Assess	sment has not bee	n submitted.				
Vital Ciana						
Vital Signs						
	Di	ate/Time	BP	Pulse Rate	Resp Rate	Sp02
‡			120/60	80	10	•
	Vitals Date	Time	(HHmm)			erature
				*		°C 98.60 °F *
	Glasgow Eye	Not Applicable				
	Glasgow Verbal	Not Applicable	▼ Patien	t's Age is over 2 yrs.	Caic. C	GCS Manual GCS RTS PTS
	Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable				GCS Manual GCS RTS PTS
	Glasgow Verbal	Not Applicable Not Applicable Not Applicable Patient Chemically Sedated	Patient's Age is			GCS Manual GCS RTS PTS
	Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable	Patient's Age is			*
	Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	Patient's Age is		= will	*
	Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	Patient's Age is		E = will	* I be automatically calculated if possible
	Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	Patient's Age is		= will	be automatically calculated if possible
	Glasgow Verbal Glasgow Motor	Not Applicable Not Applicable Not Applicable Patient Chemically Sedated Obstruction to the Patients	Patient's Age is		E = will	* I be automatically calculated if possible

Typically on the left-hand side of the screen there is an EKG icon that allows you to add vitals information.